



5th June 2024

Dear Parent/Carer

Re: Settling in sessions and required documents

We are pleased to be able to offer your child a place at Bewdley Primary School Pre-school/Nursery from 4th September 2024. We are very much looking forward to them starting with us.

Settling in sessions

In order to make sure that your child's transition to pre-school/nursery is a smooth process, we can offer settling in sessions if you feel that your child would benefit from these. To arrange some settling in sessions, please email nursery@bewdleyprimary.worcs.sch.uk so this can be organised for you. We can offer 1 hour, 2 hour or 3 hour sessions on the days which your child is due to attend nursery.

We expect parents/carers with children starting in our pre-school/nursery to stay with their child for approximately 20 minutes until they are settled for their first week, then you will be asked to leave so the children can begin their day. We politely request that **only 1 adult come into the nursery per child** to ensure we have the room to accommodate everyone.

The settling in period is at the teacher's discretion. If a child is struggling with the transition into nursery we will discuss an extended plan with parents/carers.

Parking

Please note that there is no parking available for parents on the school carpark, unless you are a blue badge holder, however these spaces are limited. The on-street parking is also very limited, so we would recommend that you leave in good time to park at the leisure centre and walk down to school. Please note that the layby at the front of the school is for drop-off purposes only and is not suitable for use by parents bringing children into nursery. Please do not block or park in the layby at any time as this stops the flow of traffic. Please also take into consideration the changes to the road layout with Westbourne Street now one way from Stourport Road out on to Kidderminster Road. You may need to allow for extra travel time at peak hours.

Bewdley Primary School
Stourport Road
Bewdley DY12 1BL

Tel 01299 403796

Email: office@
bewdleyprimary.
worcs.sch.uk

Website: www.
bewdleyprimary.co.uk

Head Teacher:
Miss Amanda Bradley

Required documents

Below you will find links to a number of important documents. **Please complete all of the forms by Monday 24th June 2024.**

1. Child Information Book - <https://forms.office.com/e/XC2SDYv4NJ>

This form is for you to complete with details about your child. Nursery staff will read through the information you have provided and will contact you if there are any details they would like to clarify or discuss further. If you do not hear from us, then please assume that we have all the information we need.

2. School data forms - <https://forms.office.com/e/SagtN9DtqK>

1. Pupil data catchment forms
2. Procedures for First Aid
3. Ethnic Background record form
4. Permission slips

3. Intimate Care Consent form - <https://forms.office.com/e/7h1A2FzM3Q>

Children in our nurseries often need to have support with toileting/nappies, changing clothes etc. This form asks for your consent to give this help either regularly, or occasionally.

4. Birth Certificate

Please can we have a copy of your child's full birth certificate for our records. If you do not have access to a printer, then we are more than happy to photocopy this for you if you bring it into the school office.

5. Sun cream Application Permission form - <https://forms.office.com/e/fWUUC2dvFZ>

Children in nursery may not be able to apply sun cream independently. This form asks for your consent to allow nursery staff to apply sun cream during the day when necessary.

6. Evidence Me Permission form - <https://forms.office.com/e/hE0nin3S5z>

Information regarding your child's learning in Nursery can be shared with you online via this secure site. Your permission is required in order for an account to be created for you.

For your information, I have included a link to the school's term dates for the 2024-25 academic year. **Please note that the nursery follows the same term dates as the main school and will therefore be closed during half terms, TED days, bank holidays and the summer holidays.**
<https://www.bewdleyprimary.co.uk/attachments/download.asp?file=4046&type=pdf>

The link below will take you to our RASCALS wraparound care page should you need breakfast/afterschool clubs. RASCALS is only available for children aged 3 and up.
<https://www.bewdleyprimary.co.uk/page/?title=RASCALS&pid=28>

8.30am starts are available for all of our nursery children and are bookable via the school gateway app, the same as RASCALS bookings.

School uniform is available to purchase from our supplier, Earth Uniform and the children in nursery can wear a blue t-shirt and blue crew neck sweatshirt if they would like to. Please follow this link to our website where you will find more information regarding our school uniform and how to purchase it: <https://www.bewdleyprimary.co.uk/page/?title=School+Uniform&pid=26>

Please be aware that attending Bewdley Primary School Nursery does not guarantee a place in our school, nor does it give any advantage during the application process for Reception school places.

If you have any questions, please do not hesitate to contact me by phone on 01299 403796, or by e-mail at nursery@bewdleyprimary.worcs.sch.uk

Best wishes

Charlotte Jones
Nursery Administrator